



PROFESSIONAL PHOTOGRAPHER LICENSE INFORMATION

OFFICE OF THE CITY CLERK LICENSE DIVISION
200 E. WELLS ST. ROOM 105, MILWAUKEE, WI 53202
(414) 286-2238 EMAIL: LICENSE @MILWAUKEE.GOV

DEFINITION: A professional photographer shall be any person, firm, corporation (either as principal or agent) engaged in the business of taking, soliciting, coloring, finishing, processing, enlarging or selling finished still, motion picture or electronically recorded photographs for profit. It does not include any business in which the foregoing is merely incidental to or a part of any other type of business such as publishing or advertising business, nor street photographers, nor the development and processing of negatives taken by others, nor shall it include coin-operated photo machines, nor shall it include the business of photography carried on solely for commercial purposes and known only as commercial photographers.

LICENSE PERIOD: May 1 to April 30; licenses are issued for a 2-year period which expires on April 30 in even-numbered years, regardless of the date of issuance.

LICENSE FEE: \$75. **Fee must be submitted with application.** Checks made payable to: City of Milwaukee.

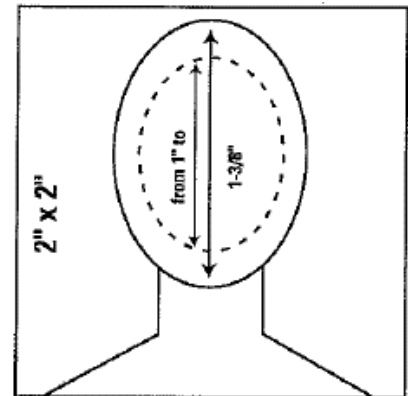
SIGNATURES REQUIRED: Notarized signatures of the individual, all partners, the agent, president and secretary of the corporation or all members of a Limited Liability Company are required.

REQUIREMENTS:

A permit must be obtained from the City of Milwaukee, Development Center, Permit Desk, 809 N. Broadway, 1st floor, (414) 286-8211. Permit must be in the name of the same legal entity as the license applicant.
<http://www.mkedcd.org/build/pdfs/occcert.pdf>.

A State Seller's Tax Number must be obtained from the State of Wisconsin, 819 N. 6th St, Room 408, (414) 444-4000, <http://www.dor.state.wi.us/>.

PHOTOGRAPHS: If filing as an individual or partnership (pictures of both partners), two recent full-faced photos must be submitted with the application in the size shown. If filing as a corporation or Limited Liability Company, photographs of the manager or person in charge must be submitted with the application.
Polaroid or Polaroid type photos are not acceptable.



GRANTING: After recommended approval by the Licenses Committee, licenses are granted by the Common Council at regularly scheduled meetings, which are usually held once a month. It generally takes 5-6 weeks to process an application provided you follow the above instructions in a timely manner. Please note that no meetings are held during the month of August.

REFUND OF LICENSE FEE: If an application is withdrawn or denied, you are eligible for a refund in the amount of \$50, provided the refund is requested no later than one year from the date of withdrawal or denial of the application. If a license is not issued, the refund must be requested no later than one year from the date of application, unless the license has been granted, in which case no later than one year from the date of granting of the license.

DUPLICATE LICENSE FEE: The fee for a duplicate license is \$8. You must bring current photo identification. You will also need to bring a recently taken passport size photo with you to be placed on your duplicate license.

